

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1862

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National Office Distribution Notices are available on Internet. Handbooks are printed and distributed to the National Office.

Directives on Internet Notices are available on Internet at www.fsa.usda.gov/dam/forms/notices.asp.

Temporary Directives Temporary directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
AS-2032 9-16-01	Freedom of Information and Privacy Act (FOIA/PA) Procedure for Forest Guardians and Similar Requests	FSA Employees
FI-2500 9-17-01	Closing FY 2001 Transactions	State and County Offices and KCFO
FV-18 9-13-01	Delay in Issuing Potato Diversion Program (PDP) Payments	State and County Offices
LP-1819 9-13-01	Authorization to Disburse 2000 Crop Honey Marketing Assistance Loans and Loan Deficiency Payments (LDP's)	State and County Offices
PM-2260 9-17-01	PC-TARE T&A's and the End of the FY Changeover	State Offices, County Offices with GS Employees, and APFO
TB-1015 9-14-01	Supplemental 2000 Tobacco Loss Assistance Program (TLAP00) Payments	Tobacco State and County Offices and Kansas City

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Permanent Directives (Continued)

Short Reference and Effective Date	Title	For
12-AO (Rev. 17) Amend. 5 9-17-01	County Office Work Measurement and Fund Allocation System for FY 2001	All Offices Except APFO, KCCO, AK, HI, and PR
7-CN (Rev. 15) Amend. 7 9-17-01	Cotton Loans and Loan Deficiency Payments	KC Offices, and Cotton State and County Offices
1-NAP (Rev. 1) Amend. 2 9-14-01	Noninsured Crop Disaster Assistance Program for 2001 and Subsequent Years	State and County Offices

Procedure Notices

Procedure notices issued since the last weekly checklist are listed in this table.

PN Issue No.	Date	For
PN Issue No. 123	9-14-01	State and County Offices

Obsolete Directives

None

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USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
KC	256	08-17-01	Final Salary Payment and Clearance Report	KC0256.DOC	RPL/DOC	Sheet	PD, All Divisions	N/A	N/A	Revised form; destroy all previous editions.
KC	282	03-12-96	Ethics Training Certification	KC0282.DOC KC0282.WPD	RPL/WP/DOC	Sheet	PD-EDB, All Employees	3-PM	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	283	08-31-00	Buying Point I/O Box Trouble Reporting Form	KC0283.DOC KC0283.WPD	RPL/WP/DOC	Sheet	Peanut Buying Points	2-PN	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	286	04-19-82	CCC Invoice	KC0286.DOC KC0286.WPD	RPL/WP/DOC and CG	Sheet	BCD, DMD-DCB, EOD-TMB, FOD	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form. Also computer-generated on GIMS System.
KC	299	02-15-90	FMS State and County Database CADE Punching Guide	KC0299.DOC KC0299.WPD	RPL/WP/DOC	Sheet	SCFOD-SCPOB	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	300	09-17-01	Quality Control Form	KC0300.DOC	RPL/DOC	Sheet	CRD-FSIB	N/A	N/A	Revised form; destroy previous editions.
KC	302	04-09-90	Division Compressed Work Schedule	KC0302.DOC KC0302.WPD	RPL/WP/DOC	Sheet	All Divisions	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	306	12-29-99	Category 2 Name and Address Input	KC0306.DOC KC0306.WPD	RPL/WP/DOC	Sheet	D&DOD	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	307	09-17-01	Categories 8 and 5 Name and Address Input	KC0307.DOC	RPL/DOC	Sheet	D&DOD, FOD	N/A	N/A	Revised form; destroy all previous editions.
KC	312	01-20-95	New Employee Orientation Guide and Checklist	KC0312.DOC KC0312.WPD	RPL/WP/DOC	Sheet	PD-EDB	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.

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1/ Filing codes pertain only to State and County Offices.

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Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
MISC	7525-V	07-25-00	Shippers Export Declaration	7525-V.DOC	RPL/DOC	Sheet	All	N/A	N/A	Revised form; replaces 7525-V-ALT (Intermodal), 1-1-88. Document must be printed on buff or goldenrod colored paper.
MISC	7525-V-CONT	07-25-00	Shippers Export Declaration (Continuation Sheet)	7525-V-CONT.DOC	RPL/DOC	Sheet	All	N/A	N/A	New form. Document must be printed on buff or goldenrod colored paper.

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